

## City of Ormond Beach Memorandum

To: Honorable Mayor Kelley and City Commissioners  
From: Joyce Shanahan, City Manager  
Subject: Weekly Report – EXECUTIVE SUMMARY  
Date: February 11, 2011

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1. City Manager: **Page 1**

**City Manager**

Reviewed and prepared with staff as follows:

- Weekly meeting with City Attorney
- Weekly staff meeting with directors
- Continued preparations for upcoming goals workshop
  
- Attended the NLC Leadership Institute
- Met with James Moore & Company to conduct an exit conference for the City's audit.
- Monthly Walk with the Manager with guest walker Joanne Naumann issued discussed included:
  1. Regulations regarding recreational vehicles.
  2. Proactive vs. complaint driven activities
  3. Code Enforcement Process
  4. Dumpsters in plain view at hotel and business sites along A1A. (Advised that these are old sites, no regulations that require retro screening)
  5. Questions about the commercial vehicle ordinance.
  6. Black trailer located on the SWC of S. Halifax & Fluhart. NID will handle.
  7. Trash and litter at CVS on A1A & E. Granada. NID will handle.
  8. Speeding on Riverside Drive
  9. Edge of Pavement on Riverside Drive
  10. Mirror on Cul de Sac near Riverside Drive
- Met with IT Manager to discuss work plan
- Discussed derelict aircraft with Joe Mannarino
- Attended John Bornmann's funeral

2. Community Development: **Page 1**

- The Green Ormond Beach Website is going live on February 14, 2011. This website is part of Ormond Beach's green educational initiative included in the Energy Efficiency and Conservation Strategy which was adopted by the Commission on August 17, 2010. The Green Ormond Beach educational website will provide information to the community as to how to reduce emissions and save money.
- As part of the Green Ormond Beach, the Planning Department sponsored a Lunch-n-Learn at the Casements on Sustainability. In excess of 50 people registered for the session. Jack White and Ralph Locke were the presenters. Ormond Beach Main Street sponsored the event with the City.

3. Economic Development: **Page 2**

**Ormond Crossings**

- Staff met to review their comments to Tomoka Holdings latest Master Development Plan. A meeting will be arranged with Tomoka Holdings to discuss the comments. Staff is awaiting submission of the development design standards, which will be needed as part of the platting and zoning process.

4. Airport: **Page 3**

- Staff met this week with representatives of Passero & Associates, one of the consulting firms selected to hold a continuing contract with the City for project work at the airport. Staff reviewed projects planned for the airport over the next several years, and gained a good working knowledge of the specific types of projects for which this consultant may be well suited.
- Staff has opened a dialogue with cell tower facility providers. During the recent airport economic development summit, staff learned that cell towers located on airport property can be a source of significant income for the host airport.
- Staff has been advised that the Daytona Beach International Airport (DBIA) plans to close runway 7L-25R for a period of approximately 90 days from April through June of this year. Commercial carriers and other large aircraft will utilize runway 16 during this period, **which will increase the incidence of such large aircraft descending over Ormond Beach on approach to land at DBIA.**

5. Finance: **Page 4**

6. Fire Service: **Page 4**

Significant Incidents

Date: Tuesday, February 1<sup>st</sup>

Address: 1501 Ridgewood Ave., Holly Hill

Dispatched / Cleared Time: 7:16 PM / 8:16 PM

Incident Description: Provided automatic aid for a commercial structure fire with heavy fire on the roof and behind a parapet wall. Fire was confined to the roof and extinguished.

Units on Scene: Quint 91, Engine 92, Rescue Engine 93, Battalion 90. Daytona Beach: 6 units. Holly Hill: 1 Unit. Volusia County: 2 units.

7. Human Resources **Page 5**

Training & Development Opportunities

- LEAPS Academy (Leadership, Ethical Decision Making, Attitude & Accountability, Professionalism, and Superior Customer Service) courses for these learning programs continued with the second class of the first group of supervisors on February 10<sup>th</sup>, 2011. **Page 6**

8. Information Technology: **Page 7**

9. Leisure Services: **Page 7**

- Athletics Maintenance. **Page 8**
- Future Events at PAC. **Page 9**
- Parks and Irrigation. **Page 10**
- Building Maintenance. **Page 11**

10. Police: **Page 11**

- Community Services & Animal Control. **Page 11**
- Criminal Investigations/Records. **Page 12**

Comments

- Detectives are working with other law enforcement agencies throughout central Florida sharing intelligence on an organized gang operating throughout the state committing random car burglaries. Items stolen are then taken to other cities throughout the state and disposed. Several members of this gang have been arrested however the gang is large and well organized and recruits new members on an on-going basis.

- Thefts from city buildings: An SRI Employee has been arrested and charged for several counts of grand theft and other related charges for multiple thefts from city buildings. The subject would go through employee's desks and filing cabinets during the evening hours while cleaning offices. The subject was caught on tape going through desks during a sting operation, questioned and arrested. Investigators are meeting with prosecutors today and additional charges and warrants are pending.
  - Operations – Summary of specific crimes. **Page 13**
  - Neighborhood Improvement. **Page 15**
11. Engineering: **Page 15**
- Granada Bridge Decorative Pole Replacement – The contractor began on Monday as scheduled and completed 3 complete pole replacements on Riverside Drive and 50 fixture replacements between Orchard and Beach Street.
  - Ridgewood Sidewalk- The project is 75% completed.
  - 2010 Roadway Resurfacing - Several resurfacing options were prepared for consideration based on pavement condition index, usage and cost to determine the best alternative roadways to resurface for remaining contract asphalt tonnage.
12. Environmental Management Division: **Page 17**
- Asphalt/Concrete. **Page 17**
  - Tree Crew. **Page 17**
  - Street/Stormwater Maintenance. **Page 18**
  - Street Sweeping. **Page 18**
13. Fleet Operations: **Page 18**
14. Utilities: **Page 18**
- Root Control Services –The project is completed and the final payment application was submitted for processing.
  - Gravity Sewer Pipeline Repair –Four manholes on State Road 40 remain for completion. Chaz Equipment Company is performing the work.
  - Airport Road Force Main Extension – plans nearing completion. Staff and consultant discussed efficient piping modifications for delivering additional reuse source water to Hunter's Ridge to augment current raw water source supply. Piping modifications will include new piping section and existing raw piping converted for reuse transmission to fill the storage tank with reclaimed water while leaving all other discharge pumping operations from tank to irrigation – fire system intact. Awaiting receipt of plans modifications.
  - Fire Hydrant Replacement Program – 1<sup>st</sup> year of multi year phased project is complete. Staff preparing bid documents for next group of hydrant prioritized replacement.